



DEFENSE LOGISTICS AGENCY  
HEADQUARTERS  
CAMERON STATION  
ALEXANDRIA, VIRGINIA 22S04-6100

CH6  
DoD 4000 .25-1-M

DLSSD-D  
27 Sep 91

CHANGE NO. 6  
DoD 4000.25-1-M

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES

I. DoD 4000. 25-1-M, 1 May 87, is changed as follows:

Enclosed changes and/or modifications to DoD 4000. 25-1-M, Military Standard Requisitioning and Issue Procedures (MILSTRIP), which constitute Change No. 6, is published by direction of the Assistant Secretary of Defense (Production and Logistics) under the authority of DoD Directive 4000.25, Administration of Defense Logistics Standard Systems. The provisions of this change were developed by agreement between the Military Departments, U.S. Coast Guard, General Services Administration, Defense Nuclear Agency, National Security Agency, Defense Logistics Agency, and the U.S. Transportation Command in coordination with the DoD MILSTRIP System Administrator. Revised text is identified by **bold italics**. (NOTE: Change No. 6 includes approved MILSTRIP change letters (AMCLs) and interim changes (ICs) which are effective 1 May 91 and 1 Nov 91. These changes are being combined due to personnel/budget constraints.)

II. This change includes AMCLS as follows:

A. AMCL 4, DoD Issue Release/Receipt Document with Appended Address Label, DD Form 1348-2 (Staffed by PMCL 485), revises the table of contents, appendix A, formats index and adds appendix A32 (staffed as appendix A27) (1 Nov 91).

B. AMCL 30, Source of Supply Processing Cancellation Requests for which Supply Status BZ Has Been Provided (Staffed by PMCL 31), revises chapter 3 (1 Nov 91).

C. AMCL 31, Use and Application of Distribution Codes 7 and 8, revises chapter 7 (1 Nov 91).

D. AMCL 37, Temporary Exemption of Selected Units from the Materiel Obligation Validation (MOV) Process (Staffed by PMCL 37), revises definitions and terms, chapter 7, adds appendix A33, revises appendix B1, and adds appendix C51 (1 Nov 91).

E. AMCL 38, Inter-Service Use of Distribution Code 6, revises chapter 7 (1 Nov 91).

F. IC 91-1, Variable Sized Issue Release/Receipt Document (DD Form 1348-1A), revises chapter 5, appendix A, appendix C46, and appendix C46A (29 Nov 90).

G. IC 91-2, Procedures for Government Furnished Materiel, revises chapter 11, appendices B8, B15, B26, C1, C3, C50, D1, and D2 (19 Feb 91).

H. IC 91-3, Appendix B20, Country/Activity Codes, establishes Code D6 for Ecuadorean cases financed with FY 90 FMS credit (non-repayable) (P.L. 101-231) (25 Apr 91).

I. IC 91-4, Country and Type of Assistance Codes, revises appendices B20 and B22 (11 Jul 91).

J. IC 91-5, Project Code 3AT, revises appendix B13 (30 Jul 91).

III. This change includes revisions to the D appendix to show current Service and Agency authorized exceptions, special processes, and delayed implementation dates.

IV. This change includes administrative revisions as follows:

A. Revised appendix B12 to coincide with changes to chapter 7 and updated the S/A coordinators.

B. Revised appendix B14 to coincide with changes to chapter 6.

C. Added Country Codes Gm (Germany) and Ym (Yemen) under appendix B20.

D. Included Figure 3-1, Requisition Processing and Related Actions, to reinstate data inadvertently omitted from Change No. 5.

V. This change deletes Military Assistance Program special instructions under chapter 6 for the country of Israel per AFLC/DSTT coordinated request of 29 Mar 91, with the Maritime Administration, Army, and Navy.

VI. Remove old pages listed below and insert new/revised pages as follows:

<u>Remove Old</u>	<u>Insert New</u>
xiii thru xvi	same
xix thru xxv	xix thru xxvi
xxix	xxix and xxx
xxxv and xxxvi	same
2-5 and 2-6	same
2-11 and 2-12	same
3-15 and 3-16	same
3-19 and 3-20	same
3-39 thru 3-42	same
5-1 thru 5-4	same
6-13 thru 6-29	6-13 thru 6-27
7-1 thru 7-20	same
11-1 thru 11-10	same
A-iii	same
A-1 thru A-16	A-1 thru A-18
none	A32-1
none	A33-1
B1-13 thru B1-18	same
B8-1 thru B8-5	same
B12-1 thru B12-3	same
B13-1 and B13-2	same
B13-7 thru B13-12	same
B14-3 thru B14-5	same
B15-3 thru B15-6	same
B16-13 and B16-14	same
B20-1 thru B20-11	B20-1 thru B20-12

Remove Old

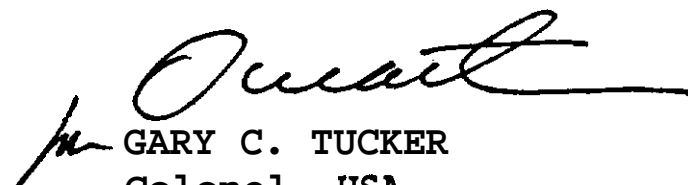
Insert New

B22-1 thru B22-4  
C-i thru C-iv  
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s anie  
same  
same  
same  
C46-1 thru C46-6  
C46A-1 thru C46A-6  
same  
C51-1  
same  
same  
same

VII. Changes contained in this formal change are effective 1 May 91 and 1 Nov 91. This change sheet will be filed in front of the publication for reference purposes, after changes have been made.

BY ORDER OF THE DIRECTOR

  
GARY C. TUCKER  
Colonel, USA  
Staff Director, Administration

DISTRIBUTION

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## ACRONYMS AND ABBREVIATIONS

<u>ACRONYM OR ABBREVIATION</u>	<u>DEFINITION</u>
AAC	Activity Address Code
ADP	Automatic Data Processing
ADPE	Automatic Data Processing Equipment
<b>AEW&amp;C</b>	<b>Aircraft</b> Early Warning and Control
AFAO	Approved Force Acquisition Objective
AFLC	<b>Air</b> Force Logistics Command
<b>AFM</b>	Air Force Manual
AFR	Air Force Regulation
AFRTS	Armed Forces Radio and Television Service
<b>ALC</b>	<b>Air</b> Logistics Center
<b>AMARC</b>	Aerospace Maintenance and Regeneration Center
<b>AMC</b>	Army Materiel <b>Command</b>
<b>AMCL</b>	Approved <b>MILSTRIP</b> Change Letter
ANMcs	Anticipated Not Mission Capable Supply
AOCP	<b>Aircraft</b> Out of Commission for Parts
APL	<b>Automated Packing List</b>
APo	<b>Army/Air</b> Force Post Office
APOD	Aerial Port of Debarkation
APOE	Aerial Port of Embarkation
<b>ARFCOS</b>	<b>Air</b> Force Courier Services
<b>ASD (P&amp;L)</b>	Assistant Secretary of Defense (Production and Logistics)
AUTODIN	Automatic Digital Network
B/L	Bill of Lading
CAGE	Commercial and Government Entity
CBL	Commercial Bill of Lading
<b>CC</b>	<b><del>Country-Within-Country</del></b>
CCBL	Commercial Collect Bill of Lading
<b>CCE</b>	Commercial Construction Equipment
<b>CCP</b>	Consolidation and Containerization Point
CENTO	Central Treaty Organization
<b>CFM</b>	Contractor Furnished Materiel
CI	Content Indicator
CIRS	Cent <b>ractor</b> Inventory Redistribute ion System
<b>CIUG</b>	Contractor Inventory <b>Utilizat</b> ion Group



**ACRONYM OR  
ABBREVIATION**

**DEFINITION**

CLN	Case Line Number
CLPSC	Cooperative Logistics Program Support Code
CLSSA	Cooperative Logistics Supply <b>Support</b> Arrangement
COMSEC	Communications Security
CONEX	Container Express
CONUS	Continental United States
CPU	Central Processing Unit
CR	Country Representative (FMS)
DAAS	Defense Automatic Addressing System
DAASO	Defense Automatic Addressing System Office
DAR	Defense Acquisition Regulation
DCS	Defense Communications System
<b>DDN</b>	<b>Defense Data Network</b>
DEPRA	Defense Program for Redistribution of Assets
DI	Document Identifier
DIDS	Defense Integrated Data System
DIPEC	Defense Industrial Plant Equipment Center
DLA	Defense Logistics Agency
DLAR	Defense Logistics Agency Regulation
DLSC	Defense Logistics Services Center
DLSS	Defense Logistics <b>Standard</b> Systems
DLSSD	Defense Logistics Standard Systems <b>Division</b>
<b>DMISA</b>	Depot Maintenance Inter-Service Support <b>Agreement</b>
DNA	Defense Nuclear Agency
DoD	Department of Defense
<b>DoDAAC</b>	Department of Defense Activity Address Code
<b>DoDAAD</b>	Department <b>of</b> Defense Activity Address Directory
DoDAAl?	Department of Defense Activity Address File
DoDD	Department of Defense Direct ive
<b>DoDDS</b>	Department of Defense Dependent Schools
DoDI	Department of Defense Instruct ion
DOE	Department of Energy
DPSC	Defense Personnel Support Center
<b>DRC</b>	Disposal Release Confirmation
<b>DRD</b>	Disposal Release Denial
DRMO	Defense Reutilization and Marketing Office
<b>DRMS</b>	Defense Reutilization and Marketing Service
DRO	Disposal Release Order
DSC	Defense Supply Center
<b>DSN</b>	<b>Defense Switched Net work</b>

**ACRONYM OR  
ABBREVIATION**

**DEFINITION**

<b>DTID</b>	Disposal Turn-In Document
<b>DTMR</b>	Defense Traffic Management Regulation
<b>DTS</b>	Defense Transportation System
<b>DVD</b>	Direct Vendor Delivery
<b>EAM</b>	Electronic Accounting Machine
<b>EAP</b>	East Asia and Pacific Region
<b>ECS</b>	Electronic Composing System
<b>EOCP</b>	Engine Out of Commission for Parts
<b>EPPL</b>	Excess Personal Property Lists
<b>ERN</b>	Excess Report Number
<b>ESD</b>	Estimated Shipping Date
<b>ETA</b>	Estimated Time of Arrival
<b>FAA</b>	Foreign Assistance Act
<b>F/AD</b>	Force/Activity Designator
<b>FAS</b>	Free Along Side
<b>FEDSTRIP</b>	Federal Standard Requisitioning and Issue Procedures
<b>FF</b>	Freight Forwarder
<b>FF&amp;V</b>	Fresh Fruits and Vegetables
<b>FMS</b>	Foreign Military Sales
<b>FMSO</b>	Foreign Military Sales <b>Order</b>
<b>FOG</b>	FEDSTRIP Operating Guide
<b>FPMR</b>	Federal Property Management Regulation
<b>FSC</b>	Federal Supply Class
<b>FSG</b>	Federal <b>Supply</b> Group
<b>FTS</b>	Federal Telecommunications System
<b>GBL</b>	Government Bill of Lading
<b>GC</b>	General Cost -
<b>GFM</b>	Government Furnished Materiel
<b>GMPA</b>	General Materiel and Petroleum Activity
<b>GSA</b>	General Services Administration
<b>HM</b>	Hazardous Materiel
<b>Hw</b>	Hazardous Waste
<b>ICAO</b>	International Civil Aviation Organization
<b>ICE</b>	Inventory Control <b>Effect iveness</b>
<b>ICP</b>	Inventory Control Point
<b>IDMS</b>	Integrated Disposal Management System

## CH 6

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### ACRONYM OR ABBREVIATION

### DEFINITION

ILCO	International Logistics Control Office
ILP	International Logistics Program
IM	Item Manager/Inventory <b>Manager</b>
<b>IMET</b>	<b>International <i>Military Education and Training</i></b>
IMM	Integrated Materiel Manager ,
IPE	Industrial Plant Equipment
IPG	Issue Priority Group
IPSS	Initial <b>Pre-Planned</b> Supply Support
IRRD	Issue Release/Receipt Document
<b>I&amp;S</b>	Interchangeability y and Substitutability y
ISSP	Inter-Service Supply Support Procedures
<b>JANAP</b>	Joint Army, Navy, and Air Force Publication
Jcs	Joint Chiefs of Staff
<b>JUSMAG</b>	Joint United States Military Advisory Group
<b>LMF</b>	Language Media Format
LOGAIR	Long Term Contract Airlift Service ( <b>Air Force</b> Managed)
<b>LOGMARS</b>	<b><i>Logistics Marking and Reading Symbols</i></b>
<b>MAC</b>	Military Airlift Command
<b>MACOM</b>	<b><i>Major Command</i></b>
<b>MAP</b>	Military Assistance Program
<b>MAPAD</b>	Military Assistance Program Address Directory
<b>MAPOM</b>	Military Assistance Program Owned Materiel
<b>MAPSAD</b>	Military Assistance Program Sales and Disposal
<b>MASF</b>	Military Assistance Service Funded
<b>MCA</b>	Management Control Act ivit y
MCO	Marine Corps Order
<b>MHE</b>	Materiels Handling Equipment
<b>MRE</b>	Meals-Ready-To-Eat
<b>MILSBILLS</b>	Military Standard Billing System
<b>MILSTAMP</b>	Military Standard Transportation and Movement Procedures
<b>MILSTD</b>	Military Standard
<b>MILSTRAP</b>	Military Standard Transaction Reporting and Accounting Procedures
<b>MILSTRIP</b>	Military Standard Requisitioning and Issue Procedures
MIPR	Military Interdepartrnent al Purchase Request
MOM	Military Official Mail
MOV	Materiel Obligation Validation

**ACRONYM OR  
ABBREVIATION**

**DEFINITION**

<b>MRC</b>	Materiel Release Confirmation
<b>MRCA</b>	Multi-Role Combat <b>Aircraf</b> t
<b>MRD</b>	Materiel Release Denial ,
<b>MRO</b>	Materiel Release Order
<b>MRP</b>	Materiel Returns Program
M&S	Media and Status
MSC	Military Sealift Command
MTMc	Military Traffic Management Command
MWDP	Mutual Weapons Development Program
Mwo	Modification Work Order
<b>NAF</b>	Nonappropriated Funds
<b>NAMEFI</b>	NATO <b>Missile Fire</b> Installation
<b>NAMSA</b>	NATO Maintenance and Supply Agency
<b>NAMSO</b>	NATO Maintenance Supply Organization
<b>NAPMO</b>	NATO <b>Airborn</b> Early Warning and Control Program Management Office
NATO	North Atlantic Treaty Organization
<b>NAVILCO</b>	Navy International Logistics Control Office
NAVSUPINST	<b>Navy</b> Supply Instruct ion
NCB	Nat ional <b>Codif</b> icat ion Bureau
NESA	Near East and South Asia Region
<b>NHPLO</b>	NATO Hawk Product ion and Logistics Off ice
<b>NICSMA</b>	NATO Integrated Communications Systems Management Agency
<b>NI IN</b>	National Item Identification <i>Number</i>
<b>NIMSC</b>	Nonconsumable Item Materiel Support Code
NMcs	Not Mission Capable Supply
NNTC	MATO Nike Training <b>Center</b>
NOA	Notice of Availability
NSN	National Stock Number
<b>OAS</b>	Organization of American States
OASD	Office of the <b>Assistant</b> Secretary of Defense
<b>OCONUS</b>	Outside Continental United States
<b>O&amp;S</b>	Operations and Support
OSD	Office of the Secretary of Defense
<b>PCH&amp;T</b>	Packing, Crating, Handling, and Transportation
PCs	<b>Print Contrast Signal</b>
PD	Priority Designator

**ACRONYMOR**  
**ABBREVIATION**

**DEFINITION**

PEC	Production Equipment Code
PICA	Primary Inventory Control Activity
PIIN	Procurement Instrument Identification <b>Number</b>
PMCL	Proposed <b>MILSTRIP</b> Change Letter
<b>PMRD</b>	Pre-Posit ioned Materiel Receipt <b>Document</b>
POD	Port of Debarkation
POE	Port of Embarkation
<b>PRN</b>	Purchase Request Number
<b>PWRMS</b>	Pre-Positioned War Reserve Materiel Stock
<b>PWRR</b>	Pre-Positioned War <b>Reserve</b> Requirement
QDR	Quality Deficiency Report
<b>QUICKTRANS</b>	Long Term Airlift Service (Navy Managed)
<b>RAD</b>	Required Availability y Date
RCN	Record Control Number
RCS	Reports Control Symbol
<b>RDD</b>	Required Delivery Date
<b>RDF</b>	Rapid Deployment Force
<b>RDO</b>	Redistribution Order
RDP	Required Delivery Period
RFID	Request for Implemental ion Date
<b>RHF</b>	Requisition History File
RI	Rout ing Identifier
<b>RMTC</b>	Regional <b>Military</b> Training Center
ROD	Report of Discrepancy
ROK	Republic of Korea
ROP	Reorder Point
ROTC	Reserve Officers Training Corps
<b>RP or rp</b>	Record Position or record position
S/A	<b>Service/Agency</b>
<b>SAAC</b>	Security Assistance Accounting Center
<b>SAAM</b>	Special Assignment Airlift Mission
<b>SACLANT</b>	Supreme Allied <b>Commander Atlantic</b>
SAMM	Security Assistance Management Manual
SAO	Security Assistance Organization
SCA	Stock Control Activity
SCIP	Ships Capabilities Impaired <b>for Parts</b>
SDD	Standard Delivery Date
SEATO	Southeast Asia Treaty Organization

**ACRONYM OR  
ABBREVIATION****DEFINITION**

<b>SEAVAN</b>	Commercial or Government-Owned (or leased) Shipping Container
<b>SECNAVINST</b>	Secretary of the Navy Instruction
SF	Standard <b>Form</b> .
SHAPE	Supreme Headquarters, Allied Powers, Europe
<b>SICA</b>	Secondary Inventory Control. Activity
SMCA	Single Manager for Convent <b>ional</b> Ammunition
Sos	Source of Supply
SPN	Shipment Perf <b>ormance</b> Notification
SRC	Shipment Release Code
SSA	Supply Support Arrangement
Ssco	Shipper Service Control" Off ice
SUPADD	Supplementary Address (ee)
SWOP	Special Weapons Ordnance Publication
TAC	Type of Assistance Code
TBC	Transportation Bill Code
<b>TCMD</b>	Transportation Control Movement Document
<b>TCN</b>	Transportation Control Number
TDR	Transportation Discrepancy Report
TIR	Total Item <b>Record</b>
TM	Technical Manual
TO	Technical Order
TP	Technical Publication
TSDC	Transportation to Supply Document at ion Correlation
<b>UMMIPS</b>	Unif <b>orm</b> Materiel <b>Movement</b> and Issue Priority System
<b>UND</b>	Urgency of Need Designator
<b>UNDOF</b>	United Nat ions Disengagexnent Observer Forces
<b>UNIFIL</b>	United Nat ions Interim Forces in Lebanon
UNPF	United Nat ions Peacekeeping Forces
<b>UNTSO</b>	United Nat ions Truce Supervision Organization (in Palest ine)
<b>UPs</b>	United Parcel Service
Us .	United States
USAF	United States Air Force
<b>USALDJ</b>	United States Army Logistics Depot, Japan
<b>USAMMA</b>	United States Army Medical Materiel Agency
USASAC	United States Army Security Assistance Center
<b>USCINCEUR</b>	United States Commander-in-Chief, Europe
<b>USDAO</b>	United States Defense Attache Office

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**ACRONYM OR  
ABBREVIATION**

**DEFINITION**

USPS

United States Postal Service

**WISSA**

Wholesale Inter-Semite Supply Support Agreement

WPOD

Water Port of Debarkation

WPOE

Water Port of Embarkation

WPP

Weapons Production Program

- (CC) DoD 4000.25-2-M, "Military Standard Transaction Reporting and Accounting Procedures, " May 1, 1987, authorized by DoDD 4000.25, November 18, 1983
- (old) Federal Property Management Regulation Section 101-26.311, "Frustrated Shipments, " latest revision
- (ee) Federal Property Management Regulation Section 101-27.505, "Notice to Activity," latest revision
- (ff) Technical Publication, "Supply Management of Nuclear Weapons Materiel, " DOE-DNA TP 100-1, Navy SWOP 100-1, Army TM 39-100-1, Air Force TO 11 N-100-I
- (gg) ~~DoDI 4140.37, "Asset Knowledge and Control of Secondary Items," August 7, 1969~~ Canceled March 1, 1990
- (hh) DoD 4000.25-7-S1, "Fund Code Supplement to MILSBILLS, " December 6, 1990, authorized by DoDD 4000.25, November 18, 1983
- (ii) DoDD 5410.12, "Economic Adjustment Assistance to Defense-Impacted Communities, " December 22, 1987
- (j j) **DLAM 4215.1/AR 700-43 /NAVSUP PUB 5009/AFM 78-9**, "Management of Defense-owned Industrial Plant Equipment ( **IPE** ) , " November **19, 1973**
- (kk) DoD 4140.27-M, "Shelf -Life Item Management Manual, " August 24, **1990**
- (ll) Foreign Assistance Act of 1961, as amended
- (mm) Public Law **95-384**
- (nn) Public Law 91-652
- (oo) Public Law **96-92**, October **29, 1979**
- (pp) DoD 4100.39-M, "Defense Logistics **Information** System (**DLIS**) Procedures Manual, " July 1, **1991**, as amended
- (qq) DoD **4160.21-M-1**, "Defense Demilitarization Manual, " October 22, 1981, authorized by DoDD 4160.21, **September 15, 1987**
- (rr) DoDI 4140.48, "Control of Access to DoD Materiel Inventories Required by Defense Contracts, " March **6, 1986**



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(ss) **Military Standard 1189, "Standard Department of Defense Bar Code  
Symbology," latest revision**

**REQUIRED DELIVERY PERIOD.** A period of time which specifies the earliest and last acceptable date materiel can be delivered (applies to conventional ammunition requisitions only) .

**SHIPPING ACTIVITY.** An S/A activity that originates shipments and plans, assembles, consolidates, documents, and 'arranges for movement of materiel.

**STANDARD DELIVERY DATE.** The maximum ending calendar date by which normal processing and shipping in the logistics system **will** permit receipt and recording of the materiel by the consignee.

**SUBSISTENCE TYPE OF PACK CODE.** Entered only in subsistence requisitions to indicate the required "level of pack" to be applied to shipments of perishable and nonperishable subsistence. (See also appendix B23. )

**SUPPLEMENTARY ADDRESS.** The activity address of a customer when the recipient of materiel and/or the billing activity is other than the requisitioner address.

**SUPPLY SOURCE.** The S/A installations or activities in their respective distribution systems designated to receive and process requisitions and related transactions; for example, the **ICP**, **DSC**, **IMM**, stock point, or depot.

**THEATER.** The geographical *area outside the continental United States for which a commander of a unified or specified command has been assigned military responsibility.*

#### **TYPES OF COUNTRY FOREIGN MILITARY (FMS) SALES OFFER/RELEASE**

**OPTIONS.** <sup>1/</sup> Methods by which countries participating in the FMS program advise supply sources by coded entry on requisitions whether or not prior notice to the CRs or FFs is required before release of materiel shipments. The type of offer/release option will be determined as a result of negotiations between the CR and the Service at the time the case agreement is reached and will prescribe actions required in regard to

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<sup>1/</sup> See DoD 5105. 38-M (reference (t) ) for additional data concerning the use of these codes and complete instructions for preparing the DD Form 1513, **DoD Offer and Acceptance**.

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shipments against the case except when the shipping activity determines a need for added protection and/or controls covered under chapter 6, paragraph 0.

1. **Type A.** Shipments are to be released automatically by the shipping activity without advance notice.

2. **Type X.** The U.S. Service and the CR have agreed that the:

a. **U.S. Service** will sponsor the shipment to a country address. Under this agreement Block 34 (FF code) of the **DD Form 1513** must contain "X" and a country-within-country (CC) (transportation) code must be entered in Block 33 (**mark-for code**) . The MAPAD must contain the CC code and **addresses for each type of address required**; such as, parcel post, freight, and documentation.

b. Shipments are to be made to an assembly point or staging area as indicated by clear text **instructions on exception requisitions**. Under this agreement **Block 34** of the **DD Form 1513** must contain "W. " **A mark-for code may** be entered in Block 33 and the **MAPAD** must contain the **mark-for code if the** mark-for address is to be used on the shipment to the assembly point or staging area.

3. **Type Y.** Advance NOA to the CR/FF is required before release of shipments, but shipment may be released automatically if release instructions are not received by the shipping activity within 15 days subsequent to the date of the NOA.

4. **Type Z.** Advance NOA to the CR/FF is required before release of shipment and specific release/ shipping instructions must be received by the shipping activity before shipment may be made.

**UNIFORM MATERIEL MOVEMENT AND ISSUE PRIORITY SYSTEM.** A system to ensure that requirements are processed under the mission of the requiring activity and the urgency of need, and to establish maximum uniform requisition processing and materiel movement standards. (The criteria for application of UMMIPS is prescribed in DoDD 4410.6 (reference (e)) . ) (See also appendix B14. )